

**AGENDA
OCTOBER 6, 2020 – 6:00 PM.
MEETING OF THE BOARD OF TRUSTEES
OF THE INCORPORATED VILLAGE OF NORTHPORT
ANNUAL ORGANIZATIONAL MEETING**

OPEN MEETING:

SALUTE TO THE FLAG:

OATH ADMINISTRATION:

ANNOUNCEMENTS:

PRESENTATIONS:

PUBLIC HEARINGS:

BOARD APPROVAL OF WARRANT:

Fiscal Year 2020/2021 General Fund bills in the amount of \$119,606.00

Fiscal Year 2020/2021 Sewer Fund bills in the amount of \$77,718.42

BUSINESS/COMMISSIONER REPORTS:

TREASURER REPORT:

CHIEF OF POLICE REPORT:

CORRESPONDENCE:

REQUESTS:

NOTICE:

RESOLUTIONS:

RESOLUTION 2020 – 155 - Acceptance of Village Clerk Donna Koch Retirement effective October 7, 2020 and authorizing the Village Treasurer to act in accordance with this Resolution.

WHEREAS: the Village Clerk, Donna Koch has decided to retire from her position as Village Clerk of the Village of Northport and has delivered a letter of retirement to the Village of Northport retiring from her position as Village Clerk of the Village of Northport effective on October 7, 2020; and

WHEREAS: The Northport Board of Trustees hereby accepts the letter of retirement effective October 7, 2020 and in consideration of her long time service to the Village of Northport as Village Clerk the Northport Board of Trustees hereby adopts the following retirement benefits.

WHEREAS: the act set forth in this Resolution is a Type II Action pursuant to NYCRR 617.5 (c) (26) and no further SEQRA is required.

BE IT RESOLVED: that the Northport Board of Trustees hereby authorizes the Northport Village Treasurer to pay time accrued by Donna Koch in the amount equal to 230 days as retirement pay. One half of the payment shall be paid to Donna Koch on or before November 15, 2020 and one half of said accrued time shall be paid to Donna Koch on January 15, 2021. That the Village of Northport authorizes the Treasurer to pay seventy-five (75%) percent of Donna Koch's health insurance premium.

RESOLUTION 2020- 115~ APPROVAL OF THE SEPTEMBER 16, 2020 MINUTES

WHEREAS: minutes of the September 16 Board meeting are hereby accepted.

RESOLUTION 2020-116 ~ APPOINTMENT OF DEPUTY MAYOR

BE IT RESOLVED: Ian Milligan is hereby appointed Deputy Mayor.

RESOLUTION 2020- 117~ COMMISSIONER APPOINTMENTS

BE IT RESOLVED: That the Board of Trustees hereby approves the following designations of Commissioners as appointed by the Mayor:

Commissioner of Commerce – Trustee Kehoe
Commissioner of Finance – Mayor McMullen
Commissioner of Information Technology ~ Trustee Smith
Commissioner of Public Works and Highways – Trustee Weber

Commissioner of Parks ~ Trustee Smith
Commissioner of Docks & Waterways - Trustee Milligan
Commissioner of Personnel – Trustee Milligan
Commissioner of Police –Trustee Milligan
Commissioner of Sanitation – Trustee Smith
Commissioner of Waste Water Treatment ~ Trustee Weber

RESOLUTION 2020 – 118 ~ SEXUAL HARASSMENT COMMITTEE

BE IT RESOLVED: That the Board of Trustees hereby approves the appointment of the following individuals to the Village’s Sexual Harassment Committee:

1. Trustee Milligan
2. Trustee Smith

RESOLUTION 2020 – 119 – APPOINTMENT OF VILLAGE ATTORNEY

BE IT RESOLVED, that the firm of Milber Makris Plousadis, LLP is hereby appointed General Legal Counsel to the Village for a term to begin on April 3, 2020 and end on April 6, 2021, and that Stuart Besen, Counsel in said firm, is hereby designated as Village Attorney for said term, at the monthly rate of \$5,833.00, together with reimbursement of all out of pocket expenses incurred on behalf of Mr. Besen. Mr. Besen is also hereby authorized to prosecute violations of the Village Code and local laws in Village Justice Court. Mr. Besen agrees that the retainer shall include all services on behalf of the Village excepting only litigated matters where Milber Makris Plousadis & Seiden, LLP appears as the attorney of record and for such matters he shall be compensated at a rate of one hundred fifty dollars (\$150) per hour, all pursuant to a retainer agreement to be executed by the Mayor and filed with the Village Clerk. Mr. Besen shall not be entitled to such additional hourly compensation for work performed as Assistant Village Attorney relating to court appearances in Village Justice Court, and shall be paid the flat rate of \$500 for each court appearance, with no further compensation for such court appearance and provided that only one Assistant Village Attorney may be compensated for each court appearance in Village Justice Court.

RESOLUTION 2020 – 120 – APPOINTMENT OF ASSISTANT VILLAGE ATTORNEY

BE IT RESOLVED: That the firm of Gathman & Bennett is hereby appointed as legal counsel to the Village for a term to begin on April 3, 2020 and end on April 6, 2021, at a rate of \$4167.00 per month with the reimbursement of all out of pocket expenses incurred on behalf of the Village and that J. Edward Gathman, a partner of said firm, is hereby designated as Assistant Village Attorney. As Assistant Village

Attorney, Ed Gathman shall act as (i) counsel to the Planning Board; and (ii) is hereby appointed Village Prosecutor and authorized to prosecute violations of the Village Code and (iii) Counsel to the Zoning Board and Board of Architectural and Historic Review. Gathman & Bennett shall, except as otherwise set forth herein, be additionally compensated for litigation matters or other proceedings where such firm becomes the attorney of record, and other matters, as designated by the Mayor or the Village Attorney, all at a rate of one hundred fifty dollars (\$150) per hour, pursuant to a retainer agreement to be executed by the Mayor and filed with the Village Clerk; provided however, that notwithstanding anything to the contrary contained herein, Gathman & Bennett shall not be entitled to such additional hourly compensation for work performed as Assistant Village Attorney relating to court appearances in Village Justice Court.

RESOLUTION 2020 - 121~ APPOINTMENT OF VILLAGE PROSECUTOR

BE IT RESOLVED: That Edward Gathman is hereby appointed as Assistant Village Attorney for a term to begin on March 1, 2020 and end on April 6, 2021, unless sooner terminated by written notice at the direction of the Mayor or Board of Trustees and is hereby authorized to prosecute violations of the Village Code and local laws in Village Justice Court.

RESOLUTION 2020– 122~ REAFFIRMATION OF POLICE CHIEF CONTRACT

BE IT RESOLVED: The Village Board hereby reaffirms the employment agreement between Police Chief Christopher Hughes and the Village of Northport contract date July 27th, 2019.

RESOLUTION 2020 - 123~ APPOINTMENT OF VILLAGE TREASURER

BE IT RESOLVED: That Leonard Marchese is hereby appointed to Village Treasurer for a term to begin April 3, 2020 and end on April 6, 2022 and further authorizes the Mayor to execute an updated employment agreement.

RESOLUTION 2020- 124~ APPOINTMENTS

BE IT RESOLVED: The following appointments proposed by the Mayor are hereby approved pursuant to the Village Law. Due to the recent pandemic and delay in the Organizational meeting all 2-year appointments will expire in April of 2022 and all one-year appointments will expire in April of 2021:

Deputy Village Clerk - Georgina Cavagnaro	2 year
Deputy Village Registrar - Georgina Cavagnaro	2 year

Deputy Village Treasurer - Laura Kaplan	2 year
Acting Village Justice - Ralph Crafa	1 year
Secretary to the Planning Board - Joy Nygren	1 year
Secretary to the Zoning Board - Georgina Cavagnaro	1 year
Secretary to the Board of Architectural and Historic Review - Grace Tierney	1 year
Secretary to the Board of Fire Commissioners - Janet Price	1 year
Village Assessor - Richard Leonard	1 year
Fire Marshal - John Gallo	1 year
Senior Harbormaster - Anthony Graziano	1 year
Harbormaster - Nick Volpe	1 year
Harbormaster – Russell Bostock	1 year
Village Historian - Steven King	1 year

RESOLUTION 2020 - 125 ~ ADDITIONAL APPOINTMENTS

BE IT RESOLVED: The following appointment proposed by the Mayor are hereby approved pursuant to the Village Law:

Board of Fire Commissioners (3-year term)

1. Paul Latuso (Term to expire 2023)

Planning Board (5-year term)

1. Pat DeSimone (Term to expire in 2025)

Board of Zoning Appeals (5-year term)

1. Andy Cangemi (Term to expire 2025)

BOARD OF ARCHITECTURAL AND HISTORIC REVIEW

1. Steve Keller (Term to expire 2023)

RESOLUTION 2020 - 126~ CHAIRMAN APPOINTMENTS

BE IT RESOLVED: The following appointments proposed by the Mayor are hereby approved pursuant to the Village Law:

	TERM TO EXPIRE
Chairman, Board of Fire Commissioners - Phillip Weber	4/6/2021
Chairman, Planning Board - Richard Boziwick	4/6/2021
Chairman, Board of Zoning Appeals -Andrew Cangemi	4/6/2021
Chairman, Board of Architectural and Historic Review –Henry Tobin	4/6/2021

RESOLUTION 2020 – 127~ MEETINGS OF THE BOARD OF TRUSTEES

BE IT RESOLVED: That the regular meetings of the Board of Trustees will be held on the first and third Tuesday of each month at 6:00 p.m.

RESOLUTION 2020 - 128~ DESIGNATION OF THE OFFICIAL NEWSPAPER

BE IT RESOLVED: That pursuant to the Village Code, The Observer is hereby designated as the official newspaper of the Incorporated Village of Northport, pursuant to the terms, conditions and rates set forth.

RESOLUTION 2020 - 129 ~ DESIGNATION OF DEPOSITORIES FOR FUNDS

BE IT RESOLVED:

1. The First National Bank of Long Island, Flushing Bank, BankUnited, Bank OZK are authorized to do business in Northport, New York, are hereby designated as depositories of this Public Entity.

2 The Treasurer and Mayor of the Public Entity, or any one of them, is/are hereby authorized to open a bank account or accounts from time to time with the, First National Bank of Long Island,, Flushing Bank and their subsidiaries and affiliates (each being hereinafter referred to as “Bank”) for and in the name of the Public Entity with such title or titles as he/she or they may designate.

3. Until the further order of the Governing Board, pursuant to paragraph 11

hereof, the requirement of a maximum amount which may be kept on deposit at bank at any time is not applicable.

4. The Treasurer Leonard Marchese, Deputy Treasurer Laura Kaplan, Mayor Damon McMullen, Deputy Mayor Ian Milligan and Deputy Clerk Georgina Cavagnaro of Public Entity, signing jointly on any and all checks issued by the Village, their successors and any other person authorized by statute, regulation or court order on behalf of Public Entity("Authorized Person(s)") is/are hereby authorized to sign, by hand or by facsimile (including, but not limited to, electronically generated) signatures(s), checks, drafts, acceptances and other instruments (hereinafter collectively referred to as "Items(s)). Notwithstanding the above, any Authorized Person is authorized singly to: (1) initiate Automated Clearing House ("ACH") debits without a signature; (2) initiate payments by use of Depository Transfer Checks ("DTC") without a signature provided that the name of the Public Entity is printed on the DTC; or (3) give instructions, by means other the signing of an item, with respect to any account transaction, including, but not limited to , the payment, transfer or withdrawal by wire, computer or other electronic means (now existing or hereafter developed), of funds, credits, items or property at any time held by bank for account of the Public Entity ("Instructions").

5. The Treasurer and Mayor of the Public Entity is/are hereby authorized without further action of this Governing Board to execute Banks form entitled Appointment of Designated Person(s) to Provide Call Back Verifications and Written Confirmations in Connection with Payment Orders", thereby designating one or more individuals, whether or not such individuals be designated as "Authorized Persons", for the purpose of the verification of payment orders and issuance of written confirmations.

6. Bank is hereby authorized to honor and pay items, whether signed by hand or by facsimile (including, but not limited to electronically generated) signature(s). In the case of facsimile signatures, Bank is authorized to pay any item if the signature, resembles the specimens filed with Bank by Public Entity, regardless of how or by whom such signature was affixed and whether or not the form of signature used on such Item was actually prepared by or for the Public Entity. Bank is further authorized to honor and pay DTC's, ACH's Instructions, and other orders given singly by any Authorized Person or employee individually, without limit as to amount.

7. Bank is hereby authorized to accept for deposits, for credit, for collection, or otherwise, Items whether or not endorsed by any person or by stamp or other impression in the name of the public Entity without inquiry as to the circumstances of the endorsement or lack of endorsement of the endorsement or the disposition of the proceeds.

8. Public Entity agrees to be bound by the "Terms and Conditions for Business Accounts and Services," currently in effect and as amended hereafter, as well as any signature card, deposit ticket, checkbook, passbook, statement of account, receipt, instrument, document or other agreement, such as, but not limited to, funds transfer agreements and security procedures delivered or made available to Public Entity from bank, and by all notices posted at the office of Bank at which the account of the Public entity is maintained, or on a website that the Bank maintains or participates in, in each case with the same effect as if each and every term thereof were set forth in full herein and made part hereof.

9. The Treasurer and Mayor of the Public Entity or any one or more of them is/are hereby authorized to act for the Public Entity in all matters and transactions relating to any of its business with the Bank including, but not limited to, the execution and delivery of any agreements or contacts necessary to affect the foregoing Resolution.

10. Each of the foregoing Resolutions and the authority thereby conferred shall remain in full force and effect until written notice of revocation or modification by presentation of new resolutions and Bank Signature Card Form shall be received by Bank; provided that such notice shall not be effective with respect to any revocation or modification of said authority until Bank shall have had a reasonable opportunity to act following receipt of such notice and shall not be effective with respect to any checks or other instruments for the payment of money or the withdrawal of funds dated on or prior to the date of such notice.

11. The Village Clerk, Deputy Clerk or Treasurer of the Public Entity is hereby authorized and directed to certify, under the seal of the Public Entity or not, but with like effect in the latter case, to Bank the foregoing Resolutions, the names of the officers, Authorized Personal and other representatives of the Public Entity and any changes from time to time in the said Officers, Authorized Persons and representatives and specimens of their respective signatures. Bank may conclusively assume that the persons at any time certified to it to be officers, Authorized Persons or other representatives of the Public Entity continue as such until receipt by Bank of written notice to the contrary.

12. The authority given hereunder shall be deemed retroactive and any and all acts hereunder performed prior to the passage of these Resolutions are hereby ratified and approved.

RESOLUTION 2020- 130 ~ INVESTMENT POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Incorporated Village of Northport Investment Policy for the current fiscal year.

RESOLUTION 2020-131~ CHECK SIGNING POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Incorporated Village of Northport Check Signing Policy for the current fiscal year.

RESOLUTION 2020- 132 ~ PURCHASING POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing (updated 4/1/19) Incorporated Village of Northport Purchasing Policy for the current fiscal year.

RESOLUTION 2020- 133 ~ PURCHASING POLICY/CREDIT CARDS

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Purchasing Policy/Credit Cards for the current fiscal year.

RESOLUTION 2020- 134~ PURCHASING POLICY/TRAVEL AND CONFERENCES

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Purchasing Policy/Travel & Conferences for the current fiscal year.

RESOLUTION 2020- 135~ CELLULAR TELEPHONE POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Cellular Telephone Policy for the current fiscal year.

RESOLUTION 2020- 136~ FIXED ASSETS POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Fixed Asset Policy (updated 4/1/2013) for the current fiscal year.

RESOLUTION 2020- 137 ~ FUND BALANCE POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Fund Balance Policy (4/1/2020) for the current fiscal year.

RESOLUTION 2020- 138~ SAFE WORK PLACE POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Safe Work Place Policy for the current fiscal year.

RESOLUTION 2020- 139 ~ ANTI-HARASSMENT POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Anti-Harassments Policy for the current fiscal year (updated 10/18).

RESOLUTION 2020- 140 ~ CONFIDENTIALITY POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Confidentiality Policy for the current fiscal year).

RESOLUTION 2020- 141 ~ INTERNET USAGE POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Internet Usage Policy for the current fiscal year.

RESOLUTION 2020- 142 ~ INVESTMENT POLICY

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Investment Policy for the current fiscal year.

RESOLUTION 2020- 143 ~ SOCIAL MEDIA

BE IT RESOLVED: That the Board of Trustees hereby adopts the existing Social Media for the current fiscal year.

RESOLUTION 2020-144~ NORTHPORT HISTORICAL SOCIETY

WHEREAS: the Northport Historical Society has provided invaluable services in educating the public by maintaining, displaying and collecting historical records and artifacts, and

WHEREAS: many volunteers devote their time and effort for the preservation of our historical heritage, and

WHEREAS: there are significant expenses related to providing these invaluable services, and

WHEREAS: the Historical Society depends on donations and fund raisers for their operating expenses, and

WHEREAS: the Northport Village Board of Trustee's recognizes the time and effort of the Historical Society, therefore

BE IT RESOLVED: That the Village of Northport hereby appropriates the sum of \$2,000.00 Northport Historical Society to help in its continuing services.

RESOLUTION 2020- 145~ NORTHPORT COMMUNITY BAND

WHEREAS: for over the past 60 years the Northport Community Band has performed in the Northport Village Park gazebo, and

WHEREAS: many area residents have enjoyed the wonderful music and,

WHEREAS: the Village Board of Trustees wish's to continue to support this unique waterfront activity, therefore

BE IT RESOLVED: That the Village of Northport hereby appropriates the sum of \$2,700 to the Northport Community Band to help in its continuing services.

RESOLUTION 2020- 146 ~ NORTHPORT AMERICAN LEGION POST 694

WHEREAS: the Northport American Legion Post 694 has provided invaluable services to the Village of Northport, and

WHEREAS: there are significant expenses related to providing these invaluable services, and

WHEREAS: the Northport Village Board of Trustee's recognizes the time and effort of the American Legion post 694, therefore

BE IT RESOLVED: That the Village of Northport hereby appropriates the sum of \$1,000.00 to the Northport American Legion post 694 to help in its continuing services.

RESOLUTION 2020 -147 ~ NORTHPORT ARTS COALITION

WHEREAS: the Northport Arts Coalition has provided an invaluable service to the Village of Northport, and

WHEREAS: there are significant expenses related to providing these invaluable services, and

WHEREAS: the Northport Village Board of Trustee's recognizes the time and effort of the Northport Arts Coalition, therefore

BE IT RESOLVED: That the Village of Northport hereby appropriates the sum of \$1000.00 to the Northport Arts Coalition to help in its continuing services.

RESOLUTION 2020 - 148~ HUNTINGTON YOUTH BUREAU

WHEREAS: the Huntington Youth Bureau has provided an invaluable service to the Village of Northport, and

WHEREAS: there are significant expenses related to providing these invaluable services, and

WHEREAS: the Northport Village Board of Trustee's recognizes the time and effort of the Huntington Youth Bureau, therefore

BE IT RESOLVED: That the Village of Northport hereby appropriates the sum of \$750.00 to the Huntington Youth Bureau to help in its continuing services.

RESOLUTION 2020- 149 ~ SET PUBLIC HEARING ON PROPOSED LOCAL LAW "C" OF 2020

PLEASE TAKE NOTICE: The Northport Village Board of Trustees will hold a public hearing on October 20, 2020 at 6:00 in the evening, Northport Village Hall 224 Main Street Northport, NY 11768 to consider the following proposed local Law:

**Local law "C" of 2020
To amend chapter 282-62 Schedule XIV
Of the Code of the Village of Northport**

Name of Street	Side	Hours	Location
June Ave:	both	All	from its intersection with Scudder Ave to a point 30 feet therefrom

Waterside Ave:

Across from

NFD Station 1

West

All

from its intersection
With Monroe St to a
point approximately
135 feet south
thereof

This local law shall take effect immediately upon filing with the Secretary of State

RESOLUTION: 2020 –150 ~ SEWER RENT FEES

BE IT RESOLVED: the rate factor on this year's Sewer Rent Fees will be calculated at 4.99 per 1,000 gallons of water, and

FURTHER RESOLVED: this is an unlisted Action pursuant to 6 N.Y.C.R.R. Section 617.5(c)(26), and, therefore, no further SEQRA review is required.

RESOLUTION: 2020 – 151 ~ LEAD PARAMEDIC

BE IT RESOLVED: Thomas McCarthy is hereby promoted to the position of Lead Paramedic for the Incorporated Village of Northport, and

WHEREAS: the Lead Paramedic will work no more than 17.5 hours a week at a rate of pay of \$33.83 per hour.

RESOLUTION 2020 – 152 ~ ASSISTANT LEAD PARAMEDIC

BE IT RESOLVED: Joseph Themann is hereby promoted to the position of Assistant Lead Paramedic for the Incorporated Village of Northport, and

WHEREAS: the Assistant Lead Paramedic will work no more than 17.5 hours a week at a rate of pay of \$31.70 per hour

RESOLUTION 2020 – 153 – COMMUNITY GARDEN PROJECT

BE IT RESOLVED: The Mayor and Board of Trustees approves, upon equal consent of Northport-East Northport Union Free School District, to allow for a community garden project inclusive of native, indigenous plants to be constructed at the corner of Ocean Avenue and Dogwood Road. This initiative will be led, funded, installed, and maintained

by residents Sara Abbass, Matt Gorman, Nicole Tamaro, in partnership with Commissioner of Parks, Trustee Smith. The Village may provide in kind support in the form of labor and purchasing of goods (to be fully reimbursed) if deemed cost effective in support of the initiative.

RESOLVED 2020 – 154 – FALL YOGA SERIES

BE IT RESOLVED: Mayor is authorized to execute an agreement for Fall Yoga series with Instructor Jen Tzimas for 10 class series to be held at First Presbyterian Church and to execute an agreement with the Church to secure indoor space to run the Fall Wellness classes.

PUBLIC PARTICIPATION:

The next regular meeting of the Board of Trustees will be on October 20, 2020 at 6:00 p.m.

A RESOLUTION FOR AN EXECUTIVE SESSION: if necessary, for personnel and/or litigation matters.

Respectfully submitted,

Georgina Cavagnaro
Deputy Village Clerk